

Minutes of the meeting of the Wooler Neighbourhood Plan Steering Group
6th August 2018 at the Cheviot Centre

Agenda

1. Present: Shirley Mills (deputy chairman) (SM), Patsy Healey (PH), Alfreda Hindmarsh (AH), Anthony Murray (AM), Sue Welch (SW), Margaret Brown (MB), Pam Ratcliffe (PR) & from 1930 Mark Napier (MN)

2. Apologies: Lynne Pringle, Clive Coyne, David English, Mal Pringle, David Bull

3. Minutes of the Steering Group meeting on Monday July 2nd 2018 were agreed.

4. Matters arising

The final AECOM Housing Needs Assessment has identified the need for 108 new housing units.

5. Timeline

The Steering Group & JL will work to make amendments and prepare the final version ready for consideration at the next WNP meeting in September.

A Strategic Environmental Assessment of the Plan can then take place, and it will be authorised at the next WPC meeting and go to public consultation in November/December.

6. Planning consultant

JL will be asked to make changes to the Draft following the meeting on 2nd August & this meeting:

- **Allocation of sites for housing** to list only 4 new sites (3.1 – 3.4 inclusive). Sites which already have planning permission do not need to be allocated in the Plan, but will be recorded as sites with existing planning permission. The total number of potential housing units will include sites which are allocated for development in the Plan and sites which have planning permission.
- **Site 3.2** development of the football field will be supported only if this community facility is replaced with a facility of similar or better standard on a suitable site. A site R1 is allocated for this (Policy 22)
- **Policy 1 PH** will prepare a form of words in response to CC's submission with respect to NNPA issues, and liaise with him. The detailed NNPA policy could be an appendix to the Plan.
- additional text regarding the town centre & caravan sites

by 9/8 **JL** to revise text in line with agreed changes

by 13/8 **PH** to circulate to WNP Steering Group

By 24/8 **MB** to have reworded the foreword & circulated it to WNP

by 24/8 **ALL** Steering Group to have read the Draft thoroughly and responded to PH

by 28/8 **PH** to have made amendments if necessary and recirculated to WNP

PH will alert WNP to the changes

7. Consultation preparation

The Communication Plan (circulated with the agenda) was discussed and it was agreed that:

- Paper copies of the Plan to be available in the library, St Mary's church, the URC, St. Ninian's & the Evangelical Church, the school & the medical centre, subject to the agreement of each organisation. **MB** to liaise with all.
- Posters to alert people to the Plan and the locations where it may be read.
- Alerts on WNP website, WNP Facebook, What's on in Wooler Facebook
- Notices in The Cheviot Herald & the new magazine
- Press releases in the Northumbrian Gazette & the Berwick Advertiser
- An open session after a Glendale Hall coffee morning (probably 1st December)
- Emails to update individuals & local organisations who have expressed interest
- Leaflets to each household are considered unnecessary in view of previous feedback
- Notification to organisations

The Draft plan will be issued to a large number of organisations, together with a formal Regulation Letter inviting them to respond. The list of consultee organisations will be advised by Northumberland County Council, and there may be other local organisations who may wish to provide comments.

WNP to consult with WPC as to who will do what.

8. Community actions

SM and PH will send to **SW** who will add this to the Draft.

9. Infrastructure providers' meeting

NCC Highways & NWL have considered the implications of the Plan.

NWL has stated that there is sewage capacity for an additional 200 housing units.

The water supply needs further investigation. **PH** to identify the contact person.

10. NCC local plan

The Wooler Plan will be ready for public consultation before the NCC Local Plan, therefore the WNPSG will not comment on the NCC document. People may comment as individuals if they wish.

11. WPC WNP feedback/ issues

All concerns were addressed at the meeting on 2nd August.

12. NCC screening and assessments

- NCC has notified WNP that a Strategic Environmental Assessment will be required. PH has asked AECOM to carry out the Assessment as soon as the Plan is finalised for consultation.
- Wooler Water is part of a Strategic area of Conservation (the Tweed catchment area). An assessment of habitats will be required.

Neither will incur cost to WNP but both will take time.

13. Budget

The last tranche of funding for WNP has been received, to last until April 2019. The funding appears to be sufficient but will be reviewed when LP is present.

14. Website

To be reviewed in September. The number of hits to be recorded.

15. Facebook

PH to prepare a Facebook entry.

16. Data Protection

No action necessary.

17. AOB

- The 3-monthly review of the chairman's position is due. The meeting voiced its thanks to LP and unanimously supported her continued chairmanship.
- A news article should be written for the new Glendale magazine.

18. Next meeting and dates for diaries

- Monday 3rd September 1900 at the Cheviot Centre
- Monday 1st October 1900 venue TBC (AH & MN have given their apologies)
- Monday 5th November venue TBC
- Monday 3 December venue TBC

(The URC room is unavailable on Monday evenings, owing to a regular booking)